



U.S. Department
of Transportation
**Federal Aviation
Administration**

September 1, 2023

Dear Participant,

The Federal Aviation Administration (FAA) has scheduled a **virtual** meeting of the Aeronautical Charting Meeting (ACM) for **Monday, October 23**, through **Thursday, October 26, 2023**.

The Instrument Procedures Group (IPG) meeting is scheduled for a day and a half and will meet from 10:00 AM to 5:00 PM on **Monday, October 23**, and from 10:00 AM to 12:00 Noon on **Tuesday, October 24**. The Charting Group meeting is scheduled for two and a half days and will meet from 1:00 PM to 5:00 PM on **Tuesday, October 24**, and from 10:00 AM to 5:00 PM **Wednesday, October 25**, and **Thursday, October 26**. All times are Eastern Time.

The meeting will be held virtually via Zoom. Details regarding how to participate in the meeting will be provided in a separate email one week before the meeting. See http://www.faa.gov/air_traffic/flight_info/aeronav/acf/ for additional information.

The purpose of the ACM is three-fold:

- 1) Identify issues concerning safety and usefulness of aeronautical charts and flight information products/services.
- 2) Discuss and evaluate proposals concerning aeronautical charts and flight information publications, digital aeronautical products, database coding, instrument flight procedures, and instrument flight procedure development, policy, and design.
- 3) Provide an opportunity for government and interested participants to brief and/or discuss new navigation concepts, terminal instrument procedures (TERPS) policy/criteria changes, and charting specifications and methodologies.

The meeting will be a facilitated discussion of new and outstanding topics. The status of an open issue will be reported from meeting to meeting until a resolution is reached, at which point the issue will be closed. Background information of all open and resolved issues for the IPG and Charting Group may be found at the website addresses listed below.

It is requested that you send information on new agenda items using the appropriate linked Charting Group or Instrument Procedures Group Requirement Document forms. Please e-mail completed forms to 9-AMC-AVS-ACM-Info@faa.gov **no later than Friday, September 29, 2023**.

[Instrument Procedures Group Recommendation Document Form](#)
[Charting Group Recommendation Document Form](#)

NOTE: We will no longer accept late submissions unless the issue is deemed important enough for exception by the applicable Co-Chair. This will ensure all meeting materials and new agenda items are prepared and circulated for review prior to the meeting.

Minutes of the Instrument Procedures Group 23-01 meeting and other pertinent information relating to the IPG may be obtained on the IPG web page of the Flight Technologies and Procedures Division web site:

http://www.faa.gov/about/office_org/headquarters_offices/avs/offices/afx/afs/afs400/afs420/acfig/.

Minutes of the Charting Group 23-01 meeting and other pertinent information relating to the Charting Group may be obtained on the Aeronautical Information Services web site:

http://www.faa.gov/air_traffic/flight_info/aeronav/acf/.

We look forward to your participation at the upcoming meeting.

Jeff Rawdon
Co-Chair, Aeronautical Charting Meeting,
Instrument Procedures Group

Jennifer Hendi
Co-Chair, Aeronautical Charting Meeting
Charting Group